

From: [Neil Bayliss](#)
To: [Sharon Holman](#); [planning](#)
Subject: [DKIM:INVALID] FAO: Sharon Holman RE: P/2023/0277 - Former Estate Offices And Stables, Trevor Row, Trevor Road, Chirk,
Date: 24 May 2023 07:58:11
Attachments: [March 23 CPAT Guidance Level 2 building survey.pdf](#)
[March 23 CPAT Contractors Information.pdf](#)
[ARCHAEOLOGY AND PLANNING IN WALES 8 MARCH 2021.pdf](#)
[ARCHAEOLOGY AND PLANNING IN WALES 8 MARCH 2021.pdf](#)

Good morning, Sharon,

Regarding the application referenced above,

Information held within the Regional Historic Environment Record indicates that the buildings to be converted are visible on the 1st edition Ordnance Survey Mapping of the area. The buildings all have attributes which are of a local historical, or vernacular interest. Therefore, we would recommend that an appropriate level of archaeological building recording is completed to chronicle the buildings in their current form. In this case we would advise that a **Level 2 historic building survey** is completed in accordance with the Planning Policy Wales (Feb 2021) and TAN 24 (May 2017) guidance, and an appropriate condition is supplied below.

The buildings are all within the Chirk conservation area and therefore the Built Heritage Conservation Officer should be consulted regarding the works.

The **Level 2 survey** would include a detailed photographic survey, written descriptive survey, phased plans of the buildings development and a measured survey using annotated architects plans where these are available, or a new survey where architects plans are not of sufficient detail.

Level 2 Building Recording

Suggested planning condition to facilitate a programme of historic building recording, the equivalent of an Historic England Level 2 building survey, to allow an adequate analytical record of the building to be made prior to alteration.

*No development shall take place until a programme of building recording and analysis, equivalent to an Historic England Level 2 building survey, has been secured and implemented, in accordance with a brief issued by the local planning authority and a written scheme of investigation which has been submitted and approved in writing by the local planning authority. The survey will be completed by a **professional archaeological contractor**.*

The programme of building analysis and recording must meet the standards laid down by the Chartered Institute for Archaeologists in their Standard and Guidance for the archaeological investigation and recording of standing buildings or structures. A copy of the resulting report should be submitted to the Local Planning Authority and the Development Control Archaeologist, Clwyd-Powys Archaeological Trust (The Offices, Coed y Dinas, Welshpool, Powys, SY21 8RP Email: neil.bayliss@cpat.org.uk Tel: 01938 553670).

On approval by the Local Planning Authority, project data must be submitted and approved for inclusion in the Clwyd-Powys Archaeological Trust's Historic Environment Record [CPAT HER]. For any questions regarding this submission process, please contact the HER Team at her@cpat.org.uk. The full digital archive must also be submitted and approved for

inclusion within the National Monuments Record, RCAHMW or the Archaeology Data Service, ADS.

Reason: To allow an adequate analytical record of the buildings to be made, before conversion, to ensure that the buildings origins, use, and development are understood and the key features, character and state of preservation are recorded.

I have attached a brief for the **Level 2 survey** and guidance on sources of archaeological contractors who may wish to tender for this work. The chosen archaeological contractor will need to submit a **WSI (written scheme of investigation)** document to neil.bayliss@cpat.org.uk for approval before they can commence works on site.

The attached documents should be forwarded to the applicant/agent so that they are fully aware of the requirements.

Please contact me if you wish to discuss this advice or require more information.

Kind regards,

Neil Bayliss

Mr Neil Bayliss BA, PCIfA

Swyddog Rheoli Datblygiad / Development Control Archaeologist

Ymddiriedolaeth Archeolegol Clwyd-Powys / Clwyd-Powys Archaeological Trust

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